

PERMITSTAT

10-08-15

CincyStat Tenets

- ▶ Accurate and timely intelligence shared by all
- ▶ Effective tactics and strategies
- ▶ Rapid deployment of resources
- ▶ Relentless follow-up and assessment

FULL VIEW OF ALL DEPARTMENTS' ROLE IN BUILDING PERMIT PROCESS



Department of Health

Initial Summary

Department	Application name-	CY2015 YTD Volume
Health	Building Permit Applications routed to Health for ASSESSMENT	Applications aren't tagged in our system as having come from Buildings, to show whether Buildings has referred them to Health. In the past there was a form sent to the Health Department from Buildings, notifying us that an application had been submitted and that the applicant had been told to contact the Health Department. Currently no paper form comes to us; paper would be an inefficient method. In fact, receiving notification from buildings is not helpful if the notification arrives months in advance. The customer needs notification that they should contact health. We suggest that buildings provide the Food Safety office number, and we would direct the customer to the correct reviewer based on census tract. If we decide in the future to go online, something would need to be built in so the correct reviewer is notified. Reviewers are assigned by census tract, so if the customer knows the address then the census tract for address could be automatically generated,' and the customer referred to the correct plan reviewer.

Department of Health

Initial Summary

Department	Application name-	CY2015 YTD Volume	Submission Channels	Fee/fee structure
Health	YEARLY Application for Food Service Operation License or Retail Food Establishment License	TOTAL NUMBER OF APPLICATIONS: NEW plus RENEWALS: 2048	"In person, by mail or by FedEx. Online is not the best option because for the most efficient customer service it is best for the reviewer to talk to the customer first over the phone, before they actually submit the applications and drawing."	Yearly license fee and Review fee are based on risk class, (see attached RISK CLASS FEE STRUCTURE for FY 2016)
Health	YTD 2015 Mobile Food Service Licensing Application	Numbers of mobile applications 148	License applications for renewals go to Michelle. For new applications, they have to be vetted by senior sanitarians and then the application goes to Michelle. Ultimately license applications go to the treasurer to deposit the fees, and plan review fees go to the Health Department FISCAL Depart. .	Yearly license fee and Review fee are based on risk class, (see attached RISK CLASS FEE STRUCTURE for FY 2016)
Health	Referral for Food Service	Same as row 2 above		
Health	Temporary food service (same as row 29)	For total number of food service licenses up to this point for 2015, based on monthly report = 290. However, we may not have included all short term events in this count.	Temporary is routed through the senior sanitarian, (usually Danielle), then are vetted. The moneys collected are sent to Treasury via Michelle	Yearly license fee and Review fee are based on risk class, (see attached RISK CLASS FEE STRUCTURE for FY 2016)

Department of Health

Initial Summary

Department	Tracking system	When is the application needed?	Additional Information required that is not in the application form
Health	<p>1. No tracking is currently done by Health Department to identify whether the client was referred from buildings.</p> <p>2. Applications for food licenses are paper based, and kept in a file cabinet maintained by the assigned reviewer. Communications are done via letter or email. But we also create an electronic <u>consultation</u> in Permits Plus, with checkboxes for various steps in the process. The consultation is ultimately used to produce the license. We access the information that resides in Permits Plus through front end applications such as the FORK and the Environmental Dashboard.</p> <p>3. A similar process is used for mobile and temporary food service applications.</p>	<p>An application is required whenever there are food sales. Examples include restaurants, grocery stores, caterers, schools, daycares, concession stands, hotels & motels, bars, sports stadia, and jails. The application is needed as soon as food service is contemplated.</p>	<p>1. Review fee</p> <p>2. A menu for restaurants. For grocery store a general list of food items to be sold.</p> <p>3. Equipment schedule. Include manufacturer specification sheets.</p> <p>4. Finish materials. Specify the type of material used for the finishes of walls, ceilings, floors. Please provide the layout of the floor plan that is accurately and legibly drawn to scale.</p> <p>5. The floor layout. It shall include ALL sections of the premise where the food service operation or retail food establishment is to be conducted. This includes storage rooms, garbage rooms, toilet facilities, basements, bars, etc.</p> <p>6. Entrances and exits.</p> <p>7. Plan of lighting, both natural and artificial.</p> <p>8. A floor plan showing the arrangement of fixtures and equipment.</p> <p>a. Number and identify all equipment.</p> <p>b. Number and identify ALL plumbing fixtures, such as hand sinks, prep sink, service/mop sink, etc.</p>
Health	See above		
Health			
Health	See above	<p>Application should ideally be made at least 30 days before the event, but we have accepted up to 10 days prior.</p>	The fee

- a. **Separate Applications.** Other than the building permit application, what separate permit/license applications, if any, will be required to receive the appropriate plan review and approval from your function for the project? If there is a separate application required: **Yes, the Health Department requires an application for plan review for food service operations and retail food establishments (FSO/RFE). The list of other required documents is in the application. (see checklist).**
- i. How will the building permit front counter know when that application is required for the customer to receive review and approval of plans from your department for their project? **An application is required when there are ANY food sales.**

Examples of site of food sales

1. **Schools. If schools are being built or remodeled, we need to know about it early on.**
2. **Daycare institutions**
3. **Jails (since they receive funds as an agency to provide food)**
4. **Restaurants**
5. **Grocery Stores**
6. **Vending Machines [only as relates to permits]**
7. **Sports stadiums**
8. **Hotels and motels**
9. **NOTE: Food distributors go to Ohio Department of Agriculture for approvals**

- i. Where does the intake for that application currently occur – both in person and online? How could the building permit front desk receive that application in the future?
1. **Intake for applications typically occurs in person, after a first contact via telephone, although it could also occur by mail or by FedEx. Usually the client calls and says that they need a food license. Sometimes they say that they were referred by buildings or plumbing. In the past, people usually have not just walked in. (Walk-ins are ~1 out of 20-100 people). Online is not the best option; for the most efficient customer service it is best for the reviewer to talk to the customer first over the phone, before they actually submit the applications and drawing.**
 1. **How can the building permit staff front desk receive that person in the future? We will develop an algorithm that certain types of facilities need to be referred to the Health Department, and that referral could be done electronically. In addition, here is a list of information that could be provided online**
 - **Food Service Operations/Retail Food Establishment Risk classes**
 - **Plan Review Fees based on risk class**
 - **Checkoff list**
 - **Application**
- i. What documents does your function require in order to ensure a complete and consistent review of the application? **There is a list of required documents included in the attached Checkoff list.**
- i. Is there a separate application fee and what is the cost? **Yes there is a separate fee, currently the cost varies by risk class of the food service organization.** Is there a separate permit/license fee once approved and what is the cost? **Yes, there is a yearly license fee, which fee changes every March 1st according to an algorithm mandated by the state of Ohio.**

Currently, plan review fees are tied to the license risk classification. In the future, we will need to explore uncoupling plan review fees from risk classification. This would resolve the issue about risk classification vs complexity of the plan review. Risk classification is critical for licensing, but not really needed prior to submission for plan review.

1. **Sometimes the persons applying for the building permit don't have an idea of what the menu will consist of, and are only doing a white box buildout, not knowing what type of food facility it eventually be.**
1. **Sometimes the level of menu detail has to be pulled out of people, and conversation is required to do that. We have found that it is more efficient for us to talk with people and ask questions, rather than just rely on the first thing that they would write on an application.**

- a. **Plan Revisions.** Similar to the revision comments data we are reviewing from Building Plans Examiners, where are plan revision/rejection comments from your function documented? **In a paper file with the assigned reviewer.**

How are these revisions/rejection comments communicated to the customer? **Via letter and/or email, to provide written documentation of the issues.**

Where is the data/information kept from your function on why plans for a particular project are rejected and require revisions? **In a paper file with the assigned reviewer.**

- a. **Customer Service.** What are known inter-departmental coordination issues that can cause confusion and frustration for the customers?

Some customers are unaware they also need to contact the Health Department, and will need to submit drawings and an application to the Health Department. The builders don't realize that because there are separate applications, any changes that they make will also require separate revisions sent to each agency.

1. **Initial process:** When Buildings or other agencies order something to be changed for, the required change should be automatically be propagated to all of the other involved agencies.

1. **When there are required CHANGES that occur during the process beyond the initial application, this should also automatically be sent to the other agencies.**

- a. **Example:** Sometimes the architect may have submitted changes to Buildings that the Health Department doesn't find out about until the actual inspection. Or if Health adds another hand sink, Plumbing may not know about it. This can cause frustration all around.

Fire: Department Submitted Responses

- A. Separate Applications. Other than the building permit application, what separate permit/license applications, if any, will be required to receive the appropriate plan review and approval from your function for the project? If there is a separate application required:

The Cincinnati Fire Department has oversight of the Bureau of Underground Storage Tank Regulations (BUSTR) within City Limits. Any individual that is requesting information about Above Ground (AST) and Underground Storage tanks (UST) should be directed to Capt. Steve Coldiron, Specialist Richard Neumann or Specialist Howard Nuss. The Fire Prevention Division also oversees the Department's Operational Permits; however the employee that manages the program is being relocated outside of the Permit Center. Occupancy Signs is part of that process and the Specialists at the Permit Center issues the signs.

1. How will the building permit front counter know when that application is required for the customer to receive review and approval of plans from your department for their project?

The process is an in person process, the applicant is required to complete an Application for Underground and Above Ground Storage Tank Permits

2. Where does the intake for that application currently occur – both in person and online? How could the building permit front desk receive that application in the future?

If there is a shelf that is provided for the documents, the City can make such available for applicants. We can also place the document online.

3. What documents does your function require in order to ensure a complete and consistent review of the application?

The State of Ohio BUSTR Regulations

4. Is there a separate application fee and what is the cost? Is there a separate permit/license fee once approved and what is the cost?

The fee for AST and UST installation is calculated by code: CMC 1201-67 and is based on cost of the project. Yes, we have an operational permit that fee for underground storage tanks removals and related work, which is \$125.00. AST and USTs in the most recent years average 30-40.

Fire: Department Submitted Responses

B. Plan Revisions. Similar to the revision comments data we are reviewing from Building Plans Examiners, where are plan revision/rejection comments from your function documented?

1. How are these revisions/rejection comments communicated to the customer?

When the CFD reject building plans, we document such rejection in permit plus in the comment section.

2. Where is the data/information kept from your function on why plans for a particular project are rejected and require revisions?

In general we call the customer; thereafter we submit emails and letters to the applicant

C. Customer Service. What are known inter-departmental coordination issues that can cause confusion and frustration for the customers?

No known inter-departmental coordination issues that can cause confusion and frustration for the customers

Metropolitan Sewer District

Information on Separate Applications

Department	Application name	CY2015 YTD Volume	Submission Channels	Tracking system	Fee/fee structure	When is the application needed?	Additional Information required that is not in the application form
MSD	Building Permit Applications routed to MSD for revision	1575					
MSD	Request for Availability of Sewer Service (RASS)	157	email, fax, in person	PermitsPlus	Free except for some industrial use cases	"there is a change to the way a property is used or the number of people using it."	Usually no additional documents or plans required. [...] Docs obtained as needed at the request of the reviewer.
MSD	Sewer Use Customer Application (SUCA)	36	email, fax, in person	iPACS	Free except for some industrial use cases	"Depending on the proposed use of property"	"Plumbing isometric and sample menu if food service. "DIW may have additional requirement beyond the proposed plan set."
MSD	SUCA Addendum- Food Service Operations	33	email, fax, in person	iPACS	Free except for some industrial use cases	During registration with the Division of Industrial Waste and for enforcement information	plumbing isometric, On-site treatment systems specifications and details, Menu, Estimated # of patrons/day
MSD	SUCA Addendum - Vehicle Maintenance Operations	0	email, fax, in person	iPACS	Free except for some industrial use cases	During registration with the Division of Industrial Waste and for enforcement information	plumbing isometric, On-site treatment systems specifications and details
MSD	SUCA Addendum- Medical Operations	0	email, fax, in person	iPACS	Free except for some industrial use cases	During registration with the Division of Industrial Waste and for enforcement information	plumbing isometric, On-site treatment systems specifications and details
MSD	SUCA Addendum- Manufacturing Operations	3 (Brewery)	email, fax, in person	iPACS	Free except for some industrial use cases	During registration with the Division of Industrial Waste and for enforcement information	plumbing isometric, On-site treatment systems specifications and details
MSD	SUCA Hauled Waste Generator Form Addendum	14	email, fax, in person	iPACS	Free except for some industrial use cases	During registration with the Division of Industrial Waste and for enforcement information	Truck registration information and separate bond for each truck
MSD	SUCA Stormwater Form Addendum	0	email, fax, in person	iPACS	Free except for some industrial use cases	During registration with the Division of Industrial Waste and for enforcement information	plumbing isometric, On-site treatment systems specifications and details
MSD	Standard Sewer Tap Application for Sanitary, Storm, Special Permits	367	email, fax, in person	iPACS	Varied \$480-\$1,012,000	During the Construction Permit Phase	Related permits from other agencies such as DOTE/GCWW
MSD	Inspection Fee Tabulation Sheet	3	email, fax, in person	iPACS	\$70/HR	During the Construction Permit Phase	Related permits from other agencies such as DOTE/GCWW
MSD	Local Sewer Assessment Waiver	0	email, fax, in person	iPACS	Free	During the Construction Permit Phase	Related permits from other agencies such as DOTE/GCWW
MSD	Standard Sewer Tap Application for Sanitary, Storm, Special Permits	367	email, fax, in person	iPACS	Varied \$480-\$1,012,000	During the Construction Permit Phase	Related permits from other agencies such as DOTE/GCWW

The department also noted that

2015 MSD CHARGES AND ASSESSMENT CREDIT ADJUSTMENTS Effective January 1, 2015

Section	Service/Item	2014 Charge	2015 Charge
1007	Fee for preparation of as-built drawings	\$360 for first two segments/ \$70 each additional	\$370 for first two segments/ \$70 each additional
1212	Sewer Tapper License Fee	\$140	\$150
1403	Holding Tank Discharge Fee	\$140/vehicle	\$150
1404	Holding Tank Waste Disposal Fee	\$50/1000 gals Holding Tank Capacity	\$50/1000 gals Holding Tank Capacity
1540	One-time Discharge permit fee	\$330 each	\$330 each
1809	Construction Inspection Fee	\$70/hour	\$70/hour

TAP-IN-FEE

WATER METER SIZE	2014 FEE	2015 Fee
5/8 AND ¾ INCH	\$3,620	\$3,700
1 INCH	\$6,560	\$6,710
1-1/2 INCH	\$15,010	\$15,340
2 INCH	\$27,020	\$27,620
3 INCH	\$61,280	\$62,630
4 INCH	\$109,430	\$111,850
6 INCH	\$247,530	\$253,000
8 INCH	\$440,740	\$450,480
10 INCH	\$688,280	\$703,480
12 INCH	\$990,130	\$1,012,000

Feet of Pipe	251-350	350-500	501-650	651-800	801-950	951-1100	1101-1250	1251-1400
Hrs Required for Inspection (est)	1	2	3	4	5	6	7	8
Fee	\$70	\$140	\$210	\$280	\$350	\$420	\$490	\$560

Department of Transportation

Information on Separate Applications

Department	Application name	CY2015 YTD Volume	Submission Channels	Tracking system	Fee/fee structure	When is the application needed?	Additional Information required that is not in the application form
DO TE	Building Permit Applications routed to DO TE for REVIEW	1113					
DO TE	Revocable Street Privilege Application	RSP 113 Coordinated Reports 77	Submission to Law	Internally by both Law/Real Estate and DO TE	No app fee.	The Revocable Street Privilege is needed for any privately owned structures or objects that extend over, under, or into the right-of-way.	We require plans to see how the work affects the right of way, what going to be disturbed and how it will impact the traveling public.
DO TE	Temporary Right of Way General Application	7898	In person at Room 425 and at the Permit Center, faxed, and emailed.	In PermitsPlus	Permit fee based on type of work being done.	Any construction in the right-of-way that would involve sod, sidewalk, curb, and pavement requires a street opening permit. This can be for any underground utilities, utility poles (new, replacement, or removal), new sidewalk, curb (new or repair), new pavement, new driveways, removing driveways, test borings, pot holing, and construction of any private fence, wall, pillar, etc. that is approved for a Revocable Street Privilege. Equipment Permit Use of any equipment in the right-of-way requires a DO TE permit. This would include excavators, cranes, man-lifts, helicopter lifts, dumpsters, scaffolding, and walk-thru scaffolding. Work requiring access to manholes and vaults that takes more than two (2) hours requires DO TE permit.	Site Plan and other needed detail plans
DO TE	Application for Permit - Excess Load	626	Most are faxed	In PermitsPlus	\$115 for Weight & Size \$40 for Size only	Any overweight and/or over sized vehicle/load on City streets not covered by a State ODOT permit	
DO TE	Resident Permit Parking App	87	Emailed, in person, and faxed	In Permits Plus		Residents in Pendleton and Clifton areas that have been designated residential permit parking areas	

Greater Cincinnati Water Works

Information on Separate Applications

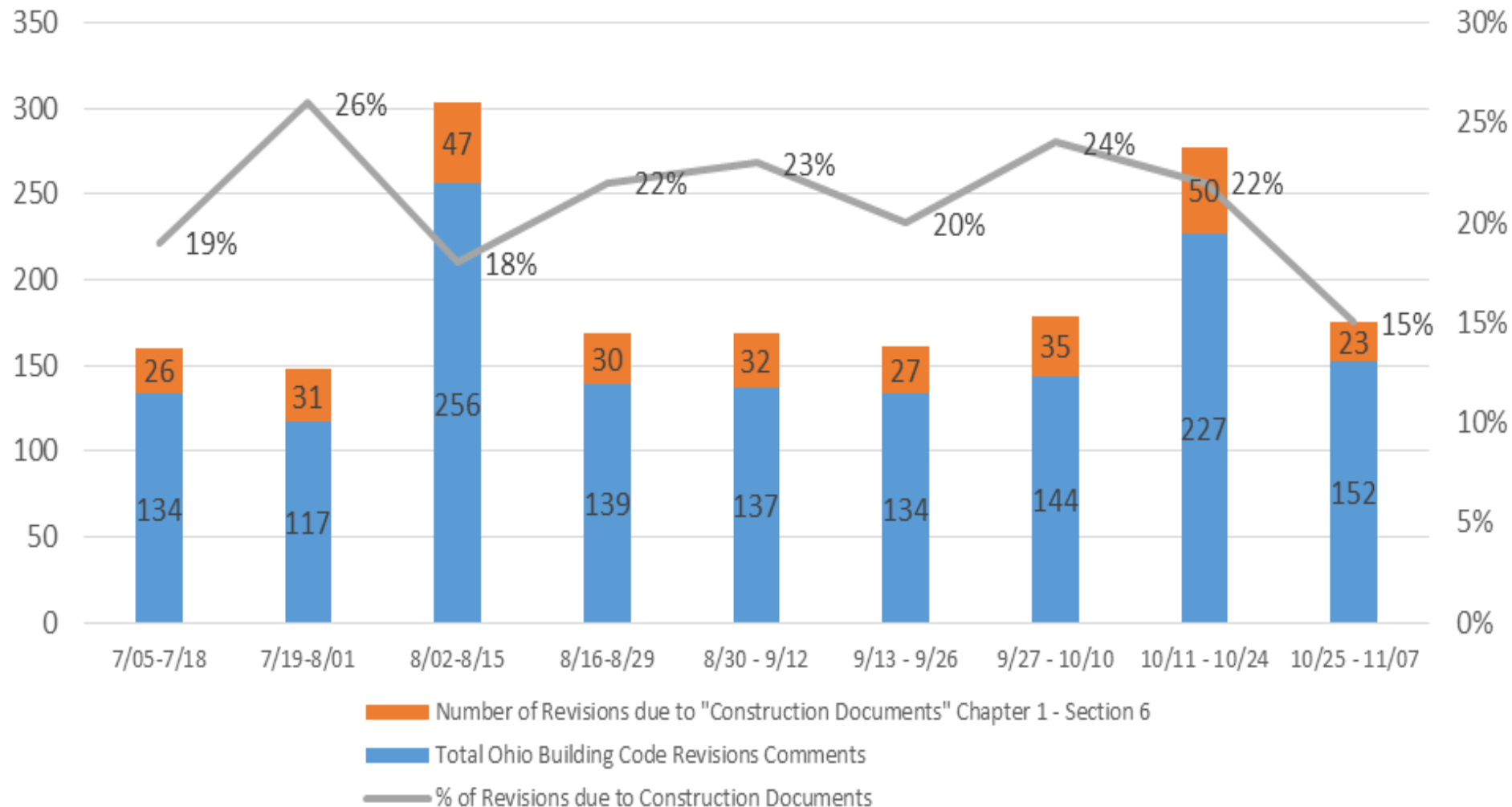
Department	Application name	CY2015 YTD Volume	Submission Channels	Tracking system	Fee/fee structure	When is the application needed?	Additional Information required that is not in the application form
GCWW	Building Permit Applications routed to Water for revision	486					
GCWW	Water Availability Request	45	Informal request over the phone, email or office visit	PermitsPlus	Free	When customer wants to know if the existing water infrastructure meets the needs of the intended use	address, all auditor's book-page-percel (if known), a site plan (optional) and a description of the type of development proposed.
GCWW	Water Availability Application (W.A.A) for Building Permit	1037		PermitsPlus	Free	When the request came from outside the City of Cincinnati. When application is within city, Building Permit app contains the needed information.	address, all auditor's book-page-percel (if known), a site plan is required and a description of the type of development proposed. This process was developed for the County Building Permit process in order to obtain all required information for review for County building permits. Building Permits in City of Cincinnati generally provide all information except the Needed Fire Flow (NFF). The NFF is determined and provided by the local Fire Authority as requested by the customer.
GCWW	Preliminary Application (PA) for Water Main Work	22	Submitted to GCWW	PermitsPlus	Free	When customer want to modify or extend the existing water distribution system to serve their property.	Concept plan
GCWW	Cross Connection Questionnaire (CCQ) - domestic/irrigation (sometimes incl. water flow test)	We do not keep track of CCQ totals. We do track number of branches and meters sold.	Submitted to GCWW	PermitsPlus	Fees are dependent on the branch and meter size, which is determined by the customer's plumber.	<ul style="list-style-type: none"> • One CCQ can provide for the sale of a branch and meter at one time, or can also provide for the sale of the branch only, or for the sale of a meter (on an existing branch) only. • The sale of meters due to theft (missing meters) does not require a CCQ. • If a service is a proposed to be a "dual service" branch - where one branch will serve both fire prevention needs and domestic needs, two separate forms are completed. 	A building permit is required for the sale of all water service branches. Not every building permit will result in the purchase of a new branch and/or meter.
GCWW	Cross Connection Questionnaire (CCQ) - fire branch application (sometimes incl. water flow test)	We do not keep track of CCQ totals. We do track number of branches and meters sold.	Submitted to GCWW	PermitsPlus	Fees are dependent on the branch and meter size, which is determined by the customer's fire sprinkler contractor.	<ul style="list-style-type: none"> • One CCQ can provide for the sale of a branch and meter at one time, or can also provide for the sale of the branch only, or for the sale of a meter (on an existing branch) only. • The sale of meters due to theft (missing meters) does not require a CCQ. • If a service is a proposed to be a "dual service" branch - where one branch will serve both fire prevention needs and domestic needs, two separate forms are completed. 	A building permit is required for the sale of all water service branches. The owner's Fire Sprinkler contractor performs any required flow tests nearest the site where they propose their service branch. The fire sprinkler contractor uses their flow test information to design their customer's fire sprinkler system.

Volume and Type of Revisions

Weekly Front Desk Pre-Screening Data										
Start Date	09/18/2015	09/24/2015	10/01/2015	10/08/2015	10/15/2015	10/22/2015	10/29/2015	11/05/2015		
End Date	09/23/2015	09/30/2015	10/07/2015	10/14/2015	10/21/2015	10/28/2015	11/04/2015	11/07/2015	Total	Percent
# Accepted - No issues	33	49	25	24	34	42	42	10	259	74%
# Corrected - Accepted	15	19	5	8	16	7	9	7	86	25%
# Denied	3	0	0	0	1	0	0	0	4	1%
Total # Checklist	51	68	30	32	51	49	51	17	349	

Volume and Type of Revisions

Ohio Building Code Revisions & % Due to "Construction Documents" Chapter 1 - Section 6



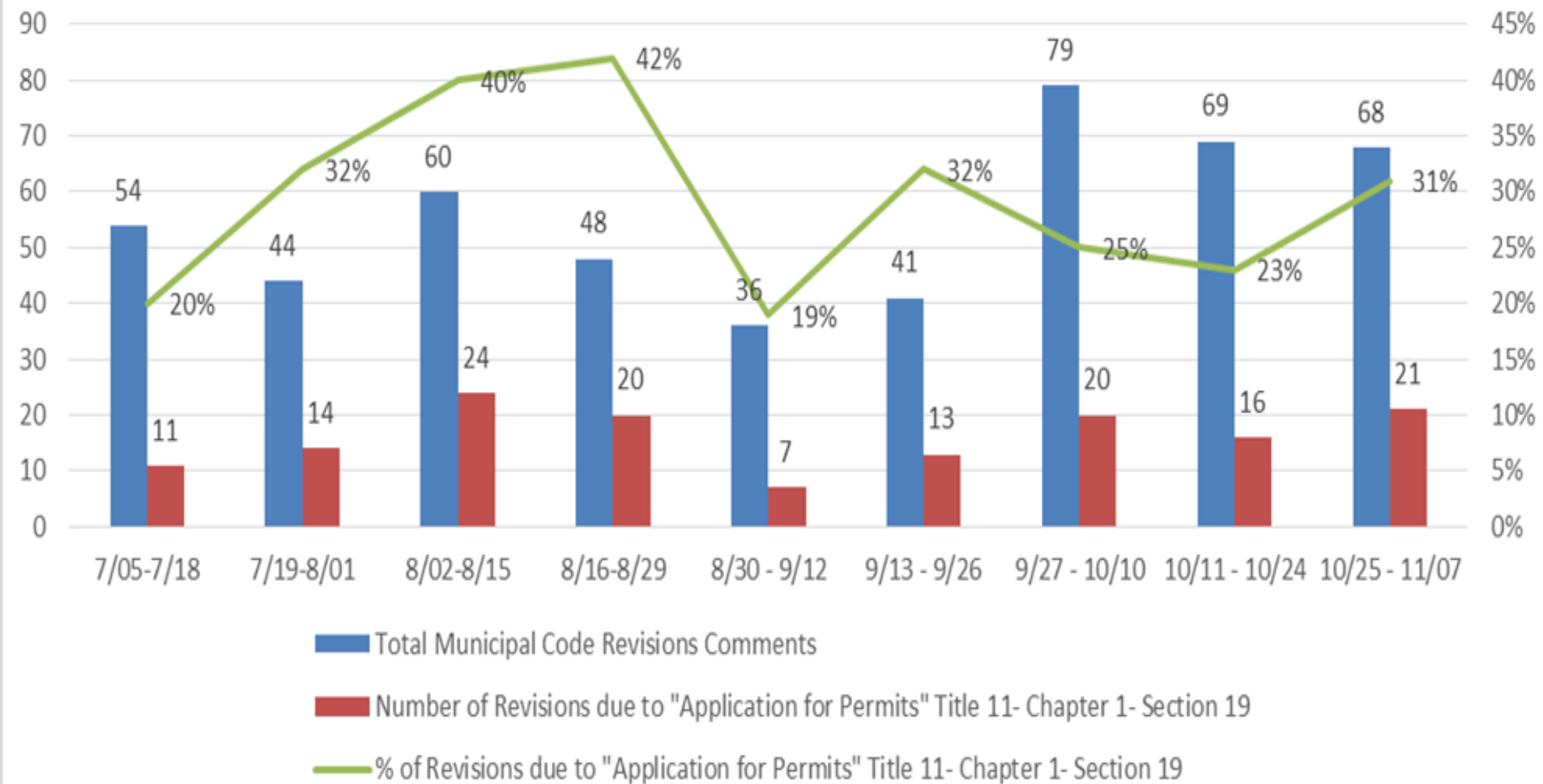
Sample Revisions for Construction Documents: Chapter 1 – Section 6 of OBC

“OBC 106.1 Construction documents are required to be submitted for plan approval. The construction documents must be certified by a registered design professional. The architectural drawings are stamped “Not for construction”. The mechanical plans are stamped “preliminary not for construction” and are not certified (sealed) by a registered design professional.”

“OBC 106.1.1(3); Indicate the use of the “Unused Space”. If this space is under tenant control it shall have a designated use, or shall be “unoccupied” and under landlord control with “Access

Cincinnati Municipal Code Revisions & % Due to "Application for Permits"

Title 11- Chapter 1- Section 19



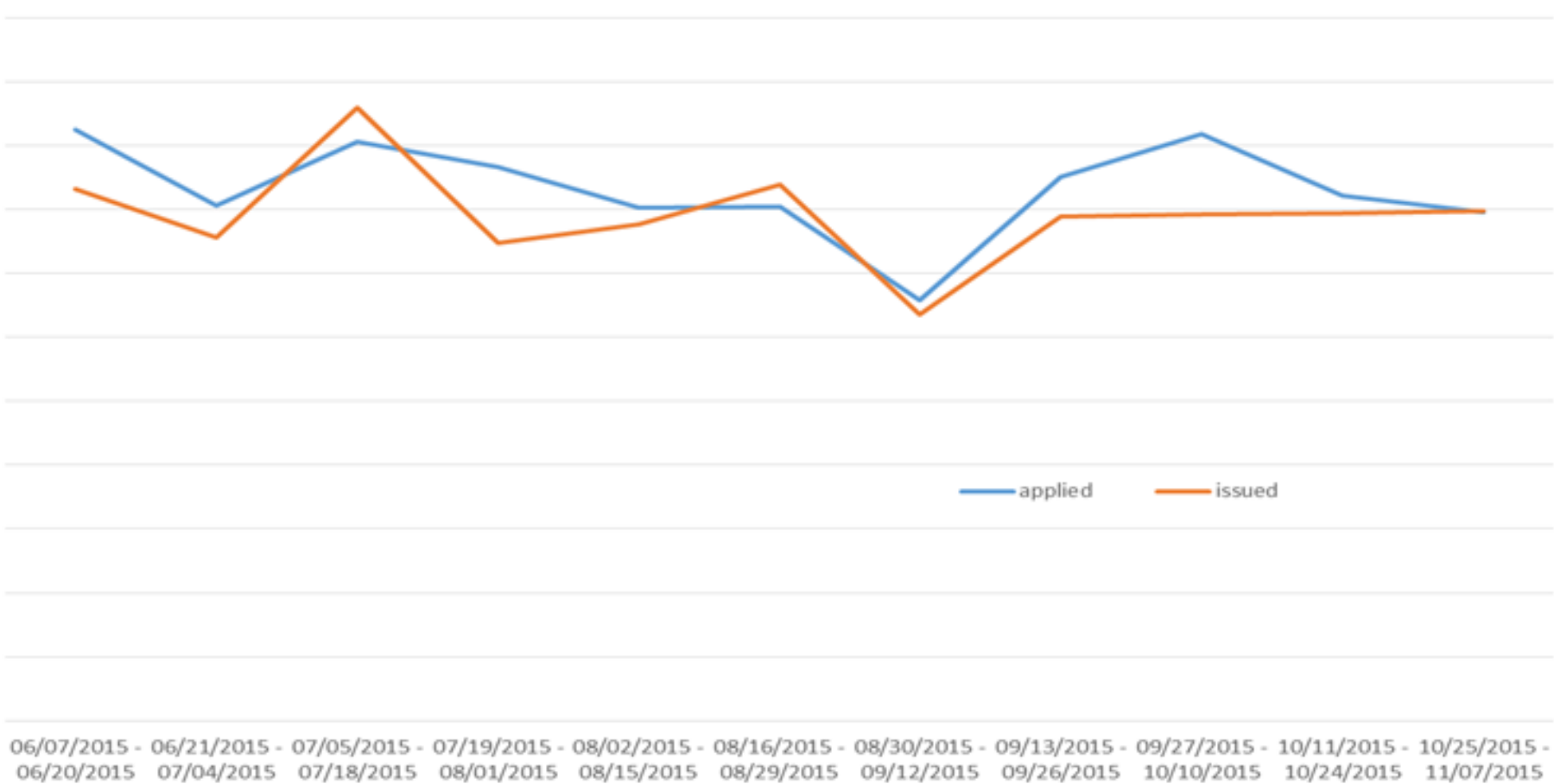
Sample Revisions for Application for Permits: Title 11 – Chapter 1 – Section 19 of CMC

“CBC 1101-19.4 Provide a surveyed site plan that clearly delineates the location of the existing structures, the location of proposed work, and all property lines according to this section of the code. NOTE: Contrary to your response letter, a survey has not been included in your revisions.”

“Cincinnati Building Code Section 1101-19: Submit an application for an HVAC Permit if there are any changes to the HVAC system.”

Approval Timeframe Analysis

Permit Applications vs. Permits Issued



Approval Timeframe Analysis

Years	2015																
CODE_BOOK	OBC																
Commercial: Days from Application to Approval 2015 YTD																	
# days	Days to Approve																
	001	005	010	015	020	030	045	060	080	100	120	140	140+	Grand Total			
Row Labels																	
Plumbing Permits	459	196	50	11	1	2								719			
HVAC	250	59	34	47	50	75	87	51	30	17	6	8	2	716			
Alteration	197	64	39	53	60	100	82	48	36	16	6	7	1	709			
Fire Protection Systems	44	139	109	64	50	84	43	12	7	2	2			556			
Misc. Structures	150	24	15	9	8	14	11	5	1	2			1	240			
Repair	139	23	21	7	8	9	9	2					2	220			
Signs	15	14	16	28	32	33	27	11	8	3	2	3		192			
Elevator Permit	104	6												110			
Wrecking		16	12	23	21	5	7	2		1	1		1	89			
Excavation/Fill	2	7	6	7	13	7	14	8	4		1	1	1	71			
New Building		1	1	3	2	6	12	12	6	3	2	2	1	51			
Addition			3		1	1	6	5	4	1		1		22			
Parking Lots	1		2	1	3		4	1	2		1	1		16			
Grand Total	1361	549	308	253	249	336	302	157	98	45	21	23	9	3711			
Years	2015																
CODE_BOOK	RCO																
Residential: Days from Application to Approval 2015 YTD																	
# days	Days to Approve																
	001	005	010	015	020	030	045	060	080	100	120	140	140+	Grand Total			
Row Labels																	
HVAC	1185	126	22	7	10	36	29	9	20	6	2	2		1454			
Plumbing Permits	855	406	87	12	5									1365			
Alteration	211	20	26	18	28	44	30	13	15	6	1		1	413			
Excavation/Fill	13	42	38	17	13	42	38	13	13	5	1	2		237			
Repair	135	19	15	9	7	3	1	1	1			1		192			
Wrecking	10	51	41	16	30	18	8	2	2	2			1	181			
Misc. Structures	37	14	10	11	2	18	10	5	5	2	2		1	117			
New Building		1	3	2	3	24	19	5	11	2	1	1		72			
Addition	20	4	3	3	2	8	13	4	2		1	2		62			
Parking Lots	2		1			1								4			
Fire Protection Systems						1								1			
Grand Total	2468	683	246	95	100	195	148	52	69	23	8	9	2	4098			

Approval Timeframe Drill Down

Years	2015																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	</
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WORK_TYPE	CODE_BOOK	DWELLING_COUNT	DWELLING_COUNT	EST_VALUE	NUMBER_KEY	COMP_TYPE	SUB_TYPE	CODE_WORK_SUBWORK	APPLIED_DATE
Repair	OBC	0	0	50000	2015P01307	CBPCBCP	CRPR	OBC Repair CRPR	02/12/2015
Repair	OBC	0	0	20000	2015P01722	CBPCBCP	CRPR	OBC Repair CRPR	03/02/2015

Date	What Happened
Approvals	
03/03/2015	Permit assigned to BPE - OBN
04/06/2015	Review Begun
04/06/2015	Denied BPE- Additional Info required OBN
04/06/2015	BPE Review Letter Comments - OBN
04/06/2015	Front Counter- Engineering Charge- OBN
04/06/2015	Zoning Plan Exam - OBN
05/19/2015	Permit assigned to BPE- JES
08/18/2015	Front Counter- Revision Processed- AMB
09/25/2015	Denied BPE- Additional Info required JES
09/25/2015	Front Counter- Engineering Charge- JES
09/25/2015	Zoning Plan Exam - JES
09/28/2015	BPE Review Letter Comments- JES
10/15/2015	Front Counter- Revision Processed- SG
10/17/2015	Review Letter Comments
10/18/2015	Additional Inspection
10/19/2015	BPE Plan Exam Approval
10/19/2015	Adding Inspections NA
10/19/2015	Plans Scanned
10/20/2015	Contractor Registered
10/20/2015	Final Counter Complete
Inspections	
10/20/2015	Framing Inspection
10/20/2015	Final Permit Inspection
10/20/2015	Supervisor Approval
10/20/2015	Expired - Permit is expired
10/20/2015	Reset Inspection